

ORDINANCE 2021-01

**AN ORDINANCE ADOPTING COUNTY OF WARRICK, INDIANA
JOB DESCRIPTIONS**

WHEREAS the County of Warrick, Indiana is an Equal Opportunity Employer, and

WHEREAS it is the intent of Warrick County, Indiana to comply with applicable federal and State of Indiana employment laws and regulations, and

WHEREAS Indiana Code 36-2-5-3, Section 3. (a) establishes that the county fiscal body shall fix the compensation of officers, deputies, and other employees whose compensation is payable from the county general fund, county highway fund, county health fund, county park and recreation fund, aviation fund, or any other fund from which the county auditor issues warrants for compensation. This includes the power to:

- (1) fix the number of officers, deputies, and other employees;
- (2) describe and classify positions and services;
- (3) adopt schedules of compensation; and
- (4) hire or contract with persons to assist in the development of compensation, and

WHEREAS, the Warrick County Council wishes to establish accurate job descriptions for County positions;

NOW THEREFORE, it is ordained as follows:

- A. The attached job descriptions describe and classify positions and services; and are adopted as the official job descriptions for all County positions. In the future as new jobs are added, or the adopted job descriptions change, new job descriptions shall be prepared or updated, and presented to the County Council for approval.
- B. The attached FLSA exempt, excluded, and non-exempt classifications are hereby adopted for the purposes of calculating overtime for employees holding non-exempt positions. Employees holding exempt or excluded positions are not eligible to and shall not receive FLSA overtime or FLSA compensatory time.

EFFECTIVE DATE

This Ordinance shall be in full force and effect after its adoption by the Warrick County Council.

ADOPTED this 4 day of MARCH, 2021.

WARRICK COUNTY COUNCIL

[Signature]

Chris White

Brad Overton

David Humphreys

Rod Rupp

[Signature]

Greg Richmond

ATTEST:

Alborah K. Stevens

Auditor